

SPG 601.24 – Table 1 Authority Delegations

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Part I: Limitations of Delegated Authority and Prohibitions

Notice to All Third Parties

All delegations in SPG 601.24, Table 1, are to be interpreted as strictly limited to the documents and subjects described. While each entry is believed to be clear, on occasion a supplier/purchaser may wish to verify the authority of the person purporting to be an authorized signatory to bind the University. Verification of authority to bind the University may be obtained as follows:

1. For the most common transactions for goods and/or services, contact the Director of Procurement Services via email or telephone at (734) 764-8212 or at procurement.services@umich.edu.
2. For other transactions where some ambiguity in the table is perceived and not resolved by the Director of Procurement Services, call the Office of General Counsel for clarification.
3. For transactions where special authentication is required, the Office of General Counsel will provide a formal opinion of counsel issued to the vendor for a charge of \$250 per opinion letter. OGC waives the fee when the requesting party is a government or institution of higher education.

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Regardless of the text in Table 1, under no circumstances is the text meant to include nor does it include:

1. Land contracts or deeds for real property. All land contracts or deeds for real property require the original signature of (1) the executive vice president and chief financial officer **AND** (2) the president.
2. Perpetual use of the university name or mark (e.g., block M).

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Part II: Parameters and Instructions

This table, through Standard Practice Guide (SPG) 601.24, grants authority to sign documents or bind the University to an agreement of the types described in the Table below to those persons holding the applicable University of Michigan positions identified in the Table (whether permanently or on an interim or acting basis). Sub-delegation of the authorities contained in this Table is not permitted unless expressly indicated in the Table, and must be made in writing and in accordance with Part IV of SPG 601.24.

IMPORTANT INFORMATION FOR THOSE EXERCISING AUTHORITY: Any attempt to bind the University in a way that is contrary to SPG 601.24 will be treated as an unauthorized activity for which you may be held personally liable. For more information, see Part II of SPG 601.24, which summarizes the specific obligations of those exercising authority under this Table.

IMPORTANT INFORMATION FOR OUTSIDE ENTITIES: If you are engaging with the University on a business or finance matter, you must ensure that you are dealing with someone who is appropriately authorized. If a person is purporting to negotiate with you on behalf of the University who is neither delegated authority through this Table nor able to provide written evidence of a sub-delegation made to them personally, you should cease negotiating with that person and, if appropriate, call the University Compliance Hotline (<http://compliancehotline.umich.edu/> or call 1-888-990-0111.)

All Agreements should be forwarded to Procurement Services for storage in a central contract repository

Requests to change the authorities delegated in this Table should be directed to the Associate Vice President for Finance.

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Part III: Authorized Delegations

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Abbreviation Key

AEC = Architecture, Engineering and Construction

Assoc. = Associate

AVPF = Associate Vice President for Finance

AVPFO = Associate Vice President for Facilities and Operations

AVPHR = Associate Vice President for Human Resources

AVPSL= Associate Vice President for Student Life

Dir. = Director

Dir. Athletics = Donald R. Shepherd Director of Intercollegiate Athletics

EVPCFO = Executive Vice President and Chief Financial Officer

EVPMA = Executive Vice President for Medical Affairs

HIPAA = Health Insurance Portability and Accessibility Act

HR = Human Resources

ICLE = Institute for Continuing Legal Education

OGC = Office of General Counsel

ORSP = Office of Research and Sponsored Projects

Proc = Procurement

RM = Risk Management

Treas. = Treasurer

UMH = University of Michigan Hospital

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VC = Vice Chancellor

VPR = Vice President for Research

VPSL= Vice President for Student Life

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Administration				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07 and Regent Action on May 15, 1992	Liquor license documents as may be required for application, renewal or certifications.		No
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Governmentally required injury incident reports.		Yes
Vice President for Global Communications & Strategic Initiatives	Delegated by EVPCFO under Regent Bylaws 2.05 and 3.07	All routine licensing filings required for WUOM, WVGR, and WFUM-FM.		No

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Athletics				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Donald R. Shepherd Director of Intercollegiate Athletics	Delegated by EVPCFO under Regent Bylaws 3.07	All documents as may be required to conduct standard operations of the athletic department, including game contracts, facility rentals, licenses and agency agreements up to \$100,000 in total value. Does not include procurement of goods and services.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes
Donald R. Shepherd Director of Intercollegiate Athletics	Delegated by EVPCFO under Regent Bylaws 3.07	Game contracts with value of \$100,000 or more up to 3 years in duration.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No

SPG 601.24 – Table 1

Athletics				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Donald R. Shepherd Director of Intercollegiate Athletics	Delegated by EVPCFO under Regent Bylaws 3.07	Agreements for use of suites at Michigan Stadium.	Must be in conformance with U-M Policy and Procedure on the Acceptance, Management and Disposition of Real Estate.	No
Chief Marketing Officer of Intercollegiate Athletics	Delegated by EVPCFO under Regent Bylaws 3.07 through Dir. Athletics	License agreements and Sponsorship agreements in connection with trademark use and athletic department promotion and merchandising activities with value up to \$100,000 and up to 3 years in duration.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes
Director of Licensing of Intercollegiate Athletics	Delegated by EVPCFO under Regent Bylaws 3.07 through Dir. Athletics	License agreements and Sponsorship agreements in connection with trademark use and athletic department promotion and merchandising activities with value up to \$100,000 and up to 3 years in duration.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No

SPG 601.24 – Table 1

Athletics				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Director of Operations and Event Management of Intercollegiate Athletics	Delegated by EVPCFO under Regent Bylaws 3.07 through Dir. Athletics	Athletic facility rental contracts under \$250,000 total value and up to 3 years in duration.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No
Senior Associate Athletic Director/Senior Womens' Administrator	Delegated by EVPCFO under Regent Bylaws 3.07 through Dir. Athletics	Game and athletic event contracts under \$50,000 total value and up to 3 years in duration.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No

SPG 601.24 – Table 1

Athletics				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Associate Athletic Director – Facilities & Game Operations	Delegated by EVPCFO under Regent Bylaws 3.07 through Dir. Athletics	Athletic facility rental contracts under \$20,000 total value and up to 3 years in duration.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes
Building Facilities Manager of Intercollegiate Athletics	Delegated by EVPCFO under Regent Bylaws 3.07 through Dir. Athletics	Athletic facility rental contracts under \$20,000 total value and up to 3 years in duration.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No

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Construction				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Construction contracts and all documents required for implementation for construction projects up to \$1 million, including notices to proceed.		Yes
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Routine applications, requests for review and related documents which are executed with or for third parties and are necessary for construction projects to proceed and/or campus master planning efforts. Does not include easements, licenses, rights of way or other similar documents affecting real property.		Yes
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Professional services up to \$100,000 for construction projects.		Yes
Executive Director of AEC	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Construction contracts and notices to proceed for construction projects with construction costs up to \$750,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No, except to Associate Director for Project Controls when physically absent from University for an extended period of time.

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Construction				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Executive Director of AEC	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Change orders or change directives for construction projects with construction costs up to \$750,000.		Yes, for changes up to \$250,000. For changes greater than \$250,000 up to \$750,000, sub-delegation to Associate Director for Project Controls permitted only when physically absent from University for an extended period of time.
Executive Director of AEC	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Change orders or change directives for construction up to \$1,000,000.	Only if EVPCFO or AVPFO previously approved change.	No, except to Associate Director for Project Controls when physically absent from University for an extended period of time.
Executive Director of AEC	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Professional services up to \$100,000 for construction projects.		Yes, up to \$50,000.

SPG 601.24 – Table 1

Construction				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Executive Director of AEC	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Routine applications, requests for review and related documents which are executed with or for third parties and are necessary for construction projects to proceed and/or campus master planning efforts. Does not include easements, licenses, rights of way or other similar documents affecting real property.		Yes

SPG 601.24 – Table 1

Environmental				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Commitments to environmental health and safety programs for governmental or corporate research grants.		Yes
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Routine documents related to inquiries, reports, and notifications on operations or federal, state, and local compliance matters concerning: Occupational and community health and safety, environmental activities, public health issues, and use of radioactive materials or equipment capable of producing radiation.		Yes
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.01	Commit funds for decommissions activities for NRC-issued licensed UM Facilities.		Yes

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Environmental				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Executive Director of Occupational Safety & Environmental Health	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Routine documents related to inquiries, reports, and notifications on operations or federal, state, and local compliance matters concerning: Occupational and community health and safety, environmental activities, public health issues, and use of radioactive materials or equipment capable of producing radiation.		Yes
Executive Director of Occupational Safety & Environmental Health	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Commitments to environmental health and safety programs for governmental or corporate research grants.		Yes

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Financial & Fiscal Management				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	Assignment of promissory notes issued to students for student loans.		Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	Tax information and returns for University charitable remainder trusts and donor pooled income fund.		Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	Collection Agency agreements.		Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.01	Legal counsel and initiate legal proceedings to conserve University assets.	After consultation with Office of General Counsel.	Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.01	Open, close, certify and manage depository and disbursement accounts in Regents name.		Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.01	Contract for and manage treasury management services.		Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.01	Loan satisfaction documents related to University loans to faculty or staff.	This authority only available when loan satisfaction conditions have been met – not for release	Yes

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Financial & Fiscal Management				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.01	Authorize and/or sign documents allowing payment of money drawn upon University depository and disbursement accounts.		Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.01	Documents required to identify unauthorized accounts at a financial institution.		Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.01	Use of Mcard trademark and trade-name.	Restricted to Mcard participating merchants.	Yes
Treasurer	Delegated by EVPCFO Under Regent Bylaw 3.01 through AVPF	Use of Mcard trademark and trade-name.	Restricted to Mcard participating merchants.	Yes

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Financial & Fiscal Management				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF	Open, close, certify and manage depository and disbursement accounts in Regents name.		Yes
Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF	Contract for and manage treasury management services, including debt-related documents.		Yes
Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF	Authorize and/or sign documents allowing payment of money drawn upon University depository and disbursement accounts.		Yes
Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF	Documents required to identify unauthorized accounts at a financial institution.		Yes

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Financial & Fiscal Management				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Limitations	Sub-delegation
Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF	Loan satisfaction documents related to University loans to faculty or staff.	This authority only available when loan satisfaction conditions have been met – not for release from obligations.	No
Assistant Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF and through Treasurer	Close, certify and manage depository and disbursement accounts in Regents name	Operational requirements mandated.	No
Assistant Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF and through Treasurer	Manage treasury management services, including debt-related documents		No
Assistant Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF and through Treasurer	Authorize and/or sign documents allowing payment of money drawn upon University depository and disbursement accounts.		No
Assistant Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF and through Treasurer	Documents required to identify unauthorized accounts at a financial institution.		No
Director of Financial Operations & Controller	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	Assignment of promissory notes issued to students for student loans.		Yes

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Financial & Fiscal Management				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Tax Director	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	Tax information and returns for University charitable remainder trusts and donor pooled income fund.		Yes
Executive Director of University of Michigan Hospitals & Health Centers	Delegated by EVPCFO under Regent Bylaw 3.01	Legal counsel and initiate legal proceedings to recover delinquent patient accounts receivable.	After consultation with Office of General Counsel.	Yes

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Gifts / Donors				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Vice President for Development	Delegated by EVPCFO under Regent Bylaw 3.05	Accept, decline, sell, receipt, and administer all gifts, bequests, and distributions of various assets with authority to execute all agreements and other relevant documents. Accept, receipt, decline, invest, and administer planned gifts, including charitable remainder trusts, charitable gift annuities, and Donor Pooled Income Fund. Includes signing all documents such as applications, notifications, annual reports, certifications, statements, and other filings as may be required by those states.	Accept the following only with mutual approval of EVPCFO: gifts restricted to construction or renovation, gifts of financial interests with no ready public market, gifts resulting in increases in U-M operating expenses. Accept real property gifts with mutual approval of EVPCFO and in conformance with the University's Real Estate Policy. Accept gifts directly affecting faculty positions only with mutual signature approval of Provost. Coordinate intake and sale of investment securities to be coordinated with Chief Investment Officer.	Yes

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Gifts / Donors				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Vice President for Development	Delegated by EVPCFO under Regent Bylaw 3.07	In the administration of gifts of securities and other financial interests and life insurance policies, all documents associated with the sale of securities and other financial interests or surrender of life insurance policies.	Accept the following only with mutual approval of EVPCFO: gifts restricted to construction or renovation, gifts of financial interests with no ready public market, gifts resulting in increases in U-M operating expenses. Accept real property gifts with mutual approval of EVPCFO and in conformance with the University's Real Estate Policy. Accept gifts directly affecting faculty positions only with mutual signature approval of Provost. Coordinate intake and sale of investment securities to be coordinated with Chief Investment Officer.	Yes

SPG 601.24 – Table 1

Gifts / Donors				
Position/title with authority	Position/title with authority	Position/title with authority	Position/title with authority	Sub-delegation
Associate Vice President for Development	Delegated by EVPCFO under Regent Bylaw 3.05 through VP for Development	Accept, decline, sell, receipt, and administer all gifts, bequests, and distributions of various assets with authority to execute all agreements and other relevant documents. Accept, receipt, decline, invest, and administer planned gifts, including charitable remainder trusts, charitable gift annuities, and Donor Pooled Income Fund. Includes signing all documents such as applications, notifications, annual reports, certifications, statements, and other filings as may be required by those states.	Accept the following only in the absence of the Vice President of Development, and with mutual approval of EVPCFO: gifts restricted to construction or renovation, gifts of financial interests with no ready public market, gifts resulting in increases in U-M operating expenses. Accept real property gifts with mutual approval of EVPCFO and in conformance with the University's Real Estate Policy. Accept gifts directly affecting faculty positions only with mutual signature approval of Provost. Coordinate intake and sale of investment securities to be coordinated with Chief Investment Officer.	No

SPG 601.24 – Table 1

Gifts / Donors				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Associate Vice President for Development	Delegated by EVPCFO under Regent Bylaw 3.07 through VP for Development	In the administration of gifts of securities and other financial interests and life insurance policies, all documents associated with the sale of securities and other financial interests or surrender of life insurance policies.	Accept the following only in the absence of the Vice President of Development, and with mutual approval of EVPCFO: gifts restricted to construction or renovation, gifts of financial interests with no ready public market, gifts resulting in increases in U-M operating expenses. Accept real property gifts with mutual approval of EVPCFO and in conformance with the University's Real Estate Policy. Accept gifts directly affecting faculty positions only with mutual signature approval of Provost. Coordinate intake and sale of investment securities to be coordinated with Chief Investment Officer.	No

SPG 601.24 – Table 1

Human Resources				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Associate Vice President for Human Resources	Delegated by EVPCFO under Regent Bylaw 3.01	Collective bargaining agreements and all agreements incidental to them.	Must consult with Office of General Counsel.	Yes
Associate Vice President for Human Resources	Delegated by EVPCFO under Regent Bylaw 3.01	Employment-related settlement agreements.	Must consult with Office of General Counsel. Unique situations to be brought to EVPCFO.	Yes
Associate Vice President for Human Resources	Delegated by EVPCFO under Regent Bylaw 3.01	All routine updates and amendments to both retirement benefit plans and their implementing administrative contracts.	Must consult with Office of General Counsel. Unique situations to be brought to EVPCFO.	Yes
Chief Human Resource Officer, Health System HR	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPHR	Collective bargaining agreements and all agreements incidental for the Health System.	Must consult with Office of General Counsel.	No

SPG 601.24 – Table 1

Human Resources				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Sr. Director, Staff Human Resources or Academic HR	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPHR	Collective bargaining agreements and all agreements incidental to them.	Must consult with Office of General Counsel.	No
Human Resources Dir., Health System HR	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPHR	Collective bargaining agreements and all agreements incidental for the Health System.	Must consult with Office of General Counsel.	No
Senior HR Representative, Staff Human Resources or Academic HR	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPHR	Collective bargaining agreements and all agreements incidental to them.	Must consult with Office of General Counsel.	No
Senior HR Representative, Staff HR, Ann Arbor Campus	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPHR	Employment-related settlement agreements.	Must consult with Office of General Counsel. Unique situations to be brought to AVPHR.	No
Associate Hospital Administrator, University Health System	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPHR	Collective bargaining agreements and all agreements incidental for the Health System.	Must consult with Office of General Counsel.	No

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Investments				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Chief Investment Officer	Delegated by EVPCFO under Regent Bylaw 3.07	Select, sign and manage contracts with investment manager.	Within EVPCFO approved strategy for long term portfolio and University Investment Pool.	No
Chief Investment Officer	Delegated by EVPCFO under Regent Bylaw 3.07	Partnership agreements for new and follow-on investments.	Within EVPCFO approved strategy for long term portfolio and University Investment Pool.	No
Chief Investment Officer	Delegated by EVPCFO under Regent Bylaw 3.07	Proxy ballots on University held securities.	Within EVPCFO approved strategy for long term portfolio and University Investment Pool.	No
Chief Investment Officer	Delegated by EVPCFO under Regent Bylaw 3.07	Custodian agreements with the Treasurer.	Within EVPCFO approved strategy for long term portfolio and University Investment Pool.	No

SPG 601.24 – Table 1

Investments				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Chief Investment Officer	Delegated by EVPCFO under Regent Bylaw 3.07	Vendor contracts related to long-term portfolio management, university investment pool, and subscriptions up to \$50,000.		No
Chief Investment Officer	Delegated by EVPCFO under Regent Bylaw 3.07	Documents concerning long-term portfolio asset mix.		No
Chief Investment Officer	Delegated by EVPCFO under Regent Bylaw 3.07	Documents concerning long-term portfolio investment policy matters within asset classes.		Yes
Vice President for Development	Delegated by EVPCFO under Regent Bylaws 3.05	Intake and sale of investments security gifted to UM.	Coordinate with Chief Investment Officer.	Yes
Associate Vice President for Development	Delegated by EVPCFO under Regent Bylaws 3.05 through VP of Development	Intake and sale of investments security gifted to U-M.	Only in the absence of the Vice President for Development. Coordinate with Chief Investment Officer.	No

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Land Use/Lease/Land Transactions				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Donald R. Shepherd Director of Intercollegiate Athletics	Delegated by EVPCFO under Regent Bylaw 3.07	Athletic facility and grounds use form agreements, including use for games.	Must consult with Office of General Counsel on form change.	No
Vice President of Student Life	Delegated by EVPCFO under Regents Bylaws 2.05, 3.01 and 3.07	Use of North Campus Grove and Central Campus Diag area.	Use must be within approved U-M policy.	Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	In absence of EVPCFO, transactions involving real property.	Only in absence of EVPCFO and in conformance with U-M Policy and Procedure on the Acceptance, Management and Disposition of Real Estate.	No
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.01	ATM leases and licenses up to 12 months duration.	Must review first with Associate Vice President of Facilities and Operations or designee.	No

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Land Use/Lease/Land Transactions				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	All routine use agreements with external parties of buildings or property, including University Unions with durations up to 12 months. Does not include ATM.	Must be in conformance with UM Policy and Procedure on the Acceptance, Management and Disposition of Real Estate.	No
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Oil and gas division orders.		No
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Routine utility easements that conform with standard easement template, access agreements of not more than three months' duration, and right-of-way agreements with City of Ann Arbor.		Yes
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Transactional documents related to the routine leasing of University and non-University space with durations up to 12 months. Does not include ATM.	Must be in conformance with U-M Policy and Procedure on the Acceptance, Management and Disposition of Real Estate.	Yes
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Transactional documents related to construction projects or master planning efforts for use of land with durations up to 12 months.		Yes

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Land Use/Lease/Land Transactions				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	Transactional documents except deeds related to sale, purchase or transfer of real property, subject to prior Regent approval under Bylaw 3.07(1).		No
Associate Vice President for Facilities & Operations	Delegated by EVPCFO under Regent Bylaw 3.07	In absence of EVPCFO, all documents related to real property with a value up to \$500,000. No deeds. No leases in excess of 12 months.	Must be in conformance with U-M Policy and Procedure on the Acceptance, Management and Disposition of Real Estate.	No
Associate Vice President of Student Life	Delegated by EVPCFO under Regents Bylaws 2.05, 3.01 and 3.07 through VPSL	Use of North Campus Grove and Central Campus Diag.	Use must be within approved U-M policy.	Yes
Senior Director, University Unions and Auxiliary Services	Delegated by EVPCFO under Regents Bylaws 2.05, 3.01 and 3.07 through VPSL through AVPSL	Use of North Campus Grove and Central Campus Diag.	Use must be within approved U-M policy.	Yes

SPG 601.24 – Table 1

Land Use/Lease/Land Transactions				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Director of Center for Campus Involvement (Student Life)	Delegated by EVPCFO under Regents Bylaws 2.05, 3.01 and 3.07 through VPSL through Dean of Students.	Use of Central Campus Diag area.	Use must be within approved U-M policy.	No
Associate Director for Real Estate & Leasing	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Transactional documents related to the routine leasing of University and non-University space with durations up to 12 months. Does not include ATM.	Must be in conformance with U-M Policy and Procedure on the Acceptance, Management and Disposition of Real Estate.	No
Associate Director for Real Estate & Leasing	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Oil and gas division orders.		No
Associate Director for Real Estate & Leasing	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Transactional documents except deeds related to sale, purchase or transfer of real property, subject to prior Regent approval under Bylaw 3.07(1).		No
Associate Director for Real Estate & Leasing	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Transactional documents related to construction projects or master planning efforts for use of land with durations up to 12 months.		No

SPG 601.24 – Table 1

Land Use/Lease/Land Transactions				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Associate Director for Real Estate & Leasing	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	Routine utility easements that conform with standard easement template, access agreements of not more than three months' duration, and right-of-way agreements with City of Ann Arbor.		No
Associate Director for Real Estate & Leasing	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPFO	In absence of EVPCFO, all documents related to real property with a value up to \$500,000. No deeds. No leases in excess of 12 months.	Must be in conformance with U-M Policy and Procedure on the Acceptance, Management and Disposition of Real Estate.	No
Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF	ATM leases and licenses up to 12 months duration.	Must review first with Associate Vice President of Facilities and Operations or designee.	No
Assistant Treasurer	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPF and through Treasurer	ATM leases and licenses up to 12 months duration.	Must review first with Associate Vice President of Facilities and Operations or designee.	No

SPG 601.24 – Table 1

Risk Management and Claims				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Risk Management Top Executive, UMH Chief of Clinical Affairs and Adjunct Professor of Surgery, Medical School	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	All documents related to the settlement of medical malpractice claims up to \$75,000. May not sign checks.		No
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	All documents related to the settlement of claims up to \$2,000,000.		Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	All documents related to the settlement of contractual claims associated with the acquisition, use, sale, or disposal of goods, services, sponsorships, or intangible rights with settlement value up to \$100,000.		Yes, to Director Procurement Services.
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	All documents related to applications for purchase of insurance and self insurance with the state or underwriters.		Yes

SPG 601.24 – Table 1

Risk Management and Claims				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	All documents related to structured settlements.	This authority only available once the approval to settle the claim (at any level) has been received.	Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	All documents related to withdrawals from the Workers Compensation Trust.		Yes
Director of Procurement Services	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	All documents related to the settlement of contractual claims associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or intangible rights with settlement value up to \$100,000.		No

SPG 601.24 – Table 1

Risk Management and Claims				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Treasurer	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	All documents related to the settlement of claims up to \$1,000,000 excluding medical, professional and liability claims, director and officer claims, and contractual claims associated with the acquisition, use, sale, or disposal of goods, services, sponsorships, or intangible rights.		Yes, to Director of Risk Management where settlement is less than \$500,000.
Treasurer	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	All documents related to applications for purchase of insurance and self insurance with the state or underwriters.		Yes, to Director of Risk Mgt.
Treasurer	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	All documents related to structured settlements.	This authority only available once the approval to settle the claim (at any level) has been received.	No
Treasurer	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	All documents related to withdrawals from the Workers Compensation Trust.		Yes, to Director of Risk Mgt.

SPG 601.24 – Table 1

Risk Management and Claims				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Director of Risk Management	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF through Treas.	All documents related to the settlement of claims up to \$500,000 excluding medical, professional and liability claims, director and officer claims, and contractual claims associated with the acquisition, use, sale, or disposal of goods, services, sponsorships, or intangible rights.		Yes
Director of Risk Management	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF through Treas.	All documents related to applications for purchase of insurance and self insurance with the state or underwriters.		No
Risk Management Head System, UMH Medical Center Risk Management, Office of Clinical Safety	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	All documents related to the settlement of medical malpractice claims up to \$75,000. May not sign checks		No
Assistant Director of Risk Management	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF through Treas. through Director of Risk Management	All documents related to the settlement of claims up to \$150,000 excluding medical, professional and liability claims, director and officer claims, and contractual claims associated with the acquisition, use, sale, or disposal of goods, services, sponsorships, or intangible rights.		No

SPG 601.24 – Table 1

Risk Management and Claims				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Senior Risk Management Claims Representative	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF through Treas. through Director of Risk Management	All documents related to the settlement of claims up to \$75,000 excluding medical, professional and liability claims, director and officer claims, and contractual claims associated with the acquisition, use, sale, or disposal of goods, services, sponsorships, or intangible rights. May not sign checks.		No

SPG 601.24 – Table 1

Student Life

Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Vice President for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07	Occupancy of University managed housing units.		Yes
Vice President for Student Life	Delegated by EVPCFO under SPG 201.56	Authorize solicitations of employees of Division of Student Life.		Yes
Vice President for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07	Contracts required to implement Department of Recreational Sports sponsored Outdoor Adventure trips via third-party trip providers and outfitters, for single events not to exceed \$5,000.		No
Vice President for Student Life	Delegated by EVPCFO under Regents Bylaw 3.07	Agreements with sponsors solicited by Recreational Sports, or Recreational Sports sponsored Club Sport teams, for financial assistance in support of team budgets, tournaments, clothing, and operations, for practice and competition use not to exceed \$5,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes
Vice President for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07	Michigan Department of Agriculture and Rural Development (MDARD) Food Service License for Michigan Dining locations.		Yes

SPG 601.24 – Table 1**Student Life**

Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Vice President for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07	Routine form contracts for use of space and operations of University Unions. Contracts cannot exceed 10 years.	Contracts must be within authorized budgets. Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Use of space contracts delegable, operations contracts are not.
Vice President for Student Life	Delegated by EVPCFO under Regents Bylaw 3.07	Entertainment and special event contracts for Division of Student Life Departments and Division of Student Life sponsored student organizations; and entertainment and special event contracts as requested by University Productions for use of Hill Auditorium, for single events not to exceed \$20,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services	Yes

SPG 601.24 – Table 1

Student Life

Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Associate Vice President for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL	Routine form contracts for use of space and operations of University Unions. Contracts cannot exceed 10 years.	Contracts must be within authorized budgets. Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Use of space contracts delegable, operations contracts are not.

SPG 601.24 – Table 1

Student Life

Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Associate Vice President for Student Life	Delegated by EVPCFO under Regents Bylaw 3.07 through VPSL	Entertainment and special event contracts for Division of Student Life Departments and Division of Student Life sponsored student organizations; and entertainment and special event contracts as requested by University Productions for use of Hill Auditorium, for single events not to exceed \$20,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services	No

SPG 601.24 – Table 1

Student Life

Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Associate Vice President for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL	Occupancy of University managed housing units.		Yes
Associate Vice President for Student Life	Delegated by EVPCFO under Regents Bylaw 3.07 through VPSL	Agreements with sponsors solicited by Recreational Sports, or Recreational Sports sponsored Club Sport teams, for financial assistance in support of team budgets, tournaments, clothing, and operations, for practice and competition use not to exceed \$5,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes
Associate Vice President for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07	Contracts required to implement Department of Recreational Sports sponsored Outdoor Adventure trips via third-party trip providers and outfitters, for single events not to exceed \$5,000.		No

SPG 601.24 – Table 1

Student Life

Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Associate Vice President for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL	Michigan Department of Agriculture and Rural Development (MDARD) Food Service License for Michigan Dining locations.		Yes
Director of University Housing for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL through AVPSL	Occupancy of University managed housing units.		Yes
Senior Associate Director of University Housing for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL through AVPSL through Director of University Housing	Occupancy of University managed housing units.		Yes
Director of Housing Assignments for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL through AVPSL through Director of University Housing, through Senior Associate Director of University Housing	Occupancy of University managed housing units.		Yes, to Housing Assignment staff.
Director of Recreational Sports for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL through AVPSL.	Contracts required to implement Department of Recreational Sports sponsored Outdoor Adventure trips via third-party trip providers and outfitters, for single events not to exceed \$5,000.		No

SPG 601.24 – Table 1

Student Life

Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Director of Recreational Sports for Student Life	Delegated by EVPCFO under Regents Bylaw 3.07 through VPSL through AVPSL.	Agreements with sponsors solicited by Recreational Sports, or Recreational Sports sponsored Club Sport teams, for financial assistance in support of team budgets, tournaments, clothing, and operations, for practice and competition use not to exceed \$5,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes, to Associate Director, with prior approval of AVPSL.
Director of Recreational Sports for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL, through AVPSL.	Space rental agreements for use of Central Campus Recreation Building, North Campus Recreation Building, Intramural Sports Building, Elbel Field Building, Elbel Field, Mitchell Field, North Fields, Palmer Field, Outdoor Recreation Basketball and Tennis Courts.		Yes, to Senior Associate Director, and Senior Assistant Director for Facilities.
Director of Recreational Sports for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL, through AVPSL.	Agreements for use of Challenge Program facilities and services. For single events not to exceed \$5,000.		Yes, to Senior Associate Director, and Senior Assistant Director for Outdoor Recreation and Challenge Programs

SPG 601.24 – Table 1

Student Life

Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Director of Recreational Sports for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL, through AVPSL.	Off-campus recreation space use rental and tournament participation agreements by Recreational Sports sponsored Club Sports teams. For single events not to exceed \$5,000.		Yes, to Associate Director
Director of Michigan Dining for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL through AVPSL	Michigan Department of Agriculture and Rural Development (MDARD) Food Service License for Michigan Dining locations.		No
Senior Director, University Unions and Auxiliary Services	Delegated by EVPCFO under Regent Bylaw 3.07 through VPSL, through AVPSL.	Meeting space rental agreements in University Unions facilities.		Yes, with prior approval of AVPSL.
Senior Director, University Unions and Auxiliary Services	Delegated by EVPCFO under Regents Bylaw 3.07 through VPSL, through AVPSL	Entertainment and special event contracts for Division of Student Life Departments and Division of Student Life sponsored student organizations; and entertainment and special event contracts as requested by University Productions for use of Hill Auditorium, for single events not to exceed \$5,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes, to Major Events Office Program Advisor.

SPG 601.24 – Table 1

Technology Transfer				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Vice President for Research	Delegated by EVPCFO under Regent Bylaw 2.05 & 3.01	Commercialization of existing intellectual property owned by Regents, including patents/ trademarks/copyrights, licensing, reassignment of inventions to inventors, royalty sharing, outgoing, and incoming material transfers, and all associated documents, including acquisition of equity/securities through licensing and equity management. Non-disclosure agreements related to university research or commercialization of university intellectual property.	Excludes trademark licensing under authority of Intercollegiate Athletics	Yes
Associate Vice President for Research	Delegated by EVPCFO under Regent Bylaw 2.05 & 3.01 through VPR	Commercialization of existing intellectual property owned by Regents, including patents/ trademarks/copyrights, licensing, reassignment of inventions to inventors, royalty sharing, outgoing, and incoming material transfers, and all associated documents, including acquisition of equity/securities through licensing and equity management. Non-disclosure agreements related to university research or commercialization of university intellectual property.	Exceptions to the Technology Transfer policy require VPR approval. Excludes trademark licensing under authority of Intercollegiate Athletics	Yes

SPG 601.24 – Table 1

Training, Research Contracts & Grants				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Vice President for Research	Delegated by EVPCFO under Regent Bylaw 3.07	All documents, including certification statements, required to apply for funds for research and other sponsored activity, including grants and aid, fellowships and scholarships covering tuition and supplies. Also, agreements providing for provision or exchange of equipment, proprietary materials, software, information, or technology for evaluation or use in research, training, or sponsored activity.	Applications with proposed changes in University buildings/space require prior approval of AVPFO or delegatee. Applications which are combined solicitations, offers or award packages require Sponsored Programs Office of Contract Administration approval. Must be within normal University activities.	Yes
Vice President for Research	Delegated by EVPCFO under Regent Bylaw 3.07	Authority to sign documents associated with Non-Financial Project Award Changes, including, no cost time extensions, changes in the Principal Investigator, changes in contact information and other non-substantive alterations of agreement terms.		Yes

SPG 601.24 – Table 1

Training, Research Contracts & Grants				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Assoc. VP for Research and Executive Director for the Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR	All documents, including certification statements, required to apply for funds for research and other sponsored activity, including grants and aid, fellowships and scholarships covering tuition and supplies. Also, agreements providing for provision or exchange of equipment, proprietary materials, software, information, or technology for evaluation or use in research, training, or sponsored activity.	Applications with proposed changes in University buildings/space require prior approval of AVPFO or delegatee. Applications which are combined solicitations, offers or award packages require Sponsored Programs Office of Contract Administration approval. Must be within normal University activities.	Yes
Assoc. VP for Research and Executive Director for the Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR	Authority to sign documents associated with Non-Financial Project Award Changes, including, no cost time extensions, changes in the Principal Investigator, changes in contact information and other non-substantive alterations of agreement terms.		Yes

SPG 601.24 – Table 1

Training, Research Contracts & Grants				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	All documents, including certification statements, required to apply for or obtain/accept/receive funds for research and other sponsored activity including grants and aid, fellowships, scholarships or contracts covering tuition and supplies up to \$1,500,000. Also, agreements providing for provision or exchange of equipment, proprietary materials, software, information, or technology for evaluation or use in research, training, or sponsored activity.	Must be within normal University activities. If payments required, appropriate other reviews. May not be signer of both application and acceptance of award unless a combined solicitation, offer or award package.	Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	All documents related to outgoing research or other sponsored sub- awards up to \$1,500,000.		Yes

SPG 601.24 – Table 1

Training, Research Contracts & Grants				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Director of Sponsored Programs	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	All documents, including certification statements, required to apply for or obtain/accept/receive funds for research and other sponsored activity including grants and aid, fellowships, scholarships or contracts covering tuition and supplies up to \$1,500,000. Also, agreements providing for provision or exchange of equipment, proprietary materials, software, information, or technology for evaluation or use in research, training, or sponsored activity.	Must be within normal University activities. If payments required, appropriate other reviews. May not be signer of both application and acceptance of award unless a combined solicitation, offer or award package.	Yes
Director of Sponsored Programs	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	All documents related to outgoing research or other sponsored sub- awards up to \$1,500,000.		Yes

SPG 601.24 – Table 1

Training, Research Contracts & Grants				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Director for the Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR and through Assoc. VP for Research and Executive Director for the Office of Research and Sponsored Projects	All documents, including certification statements, required to apply for funds for research and other sponsored activity, including grants and aid, fellowships and scholarships covering tuition and supplies. Also, agreements providing for provision or exchange of equipment, proprietary materials, software, information, or technology for evaluation or use in research, training, or sponsored activity.	Applications with proposed changes in University buildings/space require prior approval of AVPFO or delegatee. Applications which are combined solicitations, offers or award packages require Sponsored Programs Office of Contract Administration approval. Must be within normal University activities.	No
Director for the Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR and through Assoc. VP for Research and Executive Director for the Office of Research and Sponsored Projects	Authority to sign documents associated with Non-Financial Project Award Changes, including, no cost time extensions, changes in the Principal Investigator, changes in contact information and other non-substantive alterations of agreement terms.		No

SPG 601.24 – Table 1

Training, Research Contracts & Grants				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Associate Director for the Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR and through Assoc. VP for Research and Executive Director for the Office of Research and Sponsored Projects	All documents, including certification statements, required to apply for funds for research and other sponsored activity, including grants and aid, fellowships and scholarships covering tuition and supplies. Also, agreements providing for provision or exchange of equipment, proprietary materials, software, information, or technology for evaluation or use in research, training, or sponsored activity.	Applications with proposed changes in University buildings/space require prior approval of AVPFO or delegatee. Applications which are combined solicitations, offers or award packages require Sponsored Programs Office of Contract Administration approval. Must be within normal University activities.	No
Associate Director for the Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR and through Assoc. VP for Research and Executive Director for the Office of Research and Sponsored Projects	Authority to sign documents associated with Non-Financial Project Award Changes, including, no cost time extensions, changes in the Principal Investigator, changes in contact information and other non-substantive alterations of agreement terms.		No

SPG 601.24 – Table 1

Training, Research Contracts & Grants				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Grants and Contracts Associate Director for the Office of Contracts Administration	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Sponsored Programs	All documents related to outgoing research or other sponsored sub- awards up to \$1,500,000.		Yes
Grants and Contracts Associate Director for the Office of Contracts Administration	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Sponsored Programs	All documents, including certification statements, required to apply for or obtain/accept/receive funds for research and other sponsored activity, including grants and aid, fellowships, scholarships or contracts covering tuition and supplies up to \$1,500,000. Also, agreements providing for provision or exchange of equipment, proprietary materials, software, information, or technology for evaluation or use in research, training, or sponsored activity.	Must be within normal University activities. If payments required, appropriate other reviews. May not be signer of both application and acceptance of award unless a combined solicitation, offer or award package.	Yes

SPG 601.24 – Table 1

Training, Research Contracts & Grants				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Managing Project Representative for the Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR and through Assoc. VP for Research and Executive Director for the Office of Research and Sponsored Projects	All documents, including certification statements, required to apply for funds for research and other sponsored activity, grants and aid, fellowships and scholarships covering tuition and supplies. Also, agreements providing for provision or exchange of equipment, proprietary materials, software, information, or technology for evaluation or use in research, training, or sponsored activity.	Applications with proposed changes in University buildings/space require prior approval of AVPFO or delegatee. Applications which are combined solicitations, offers or award packages require Sponsored Programs Office of Contract Administration approval. Must be within normal University activities.	No
Managing Project Representative for the Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR and through Assoc. VP for Research and Executive Director for the Office of Research and Sponsored Projects	Authority to sign documents associated with Non-Financial Project Award Changes, including, no cost time extensions, changes in the Principal Investigator, changes in contact information and other non-substantive alterations of agreement terms.		No

SPG 601.24 – Table 1

Training, Research Contracts & Grants				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Senior Project Representative for the Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR and through Assoc. VP for Research and Executive Director for the Office of Research and Sponsored Projects	All documents, including certification statements, required to apply for funds for research and other sponsored activity, grants and aid, fellowships and scholarships covering tuition and supplies. Also, agreements providing for provision or exchange of equipment, proprietary materials, software, information, or technology for evaluation or use in research, training, or sponsored activity.	Applications with proposed changes in University buildings/space require prior approval of AVPFO or delegatee. Applications which are combined solicitations, offers or award packages require Sponsored Programs Office of Contract Administration approval. Must be within normal University activities.	No
Senior Project Representative for the Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR and through Assoc. VP for Research and Executive Director for the Office of Research and Sponsored Projects	Authority to sign documents associated with Non-Financial Project Award Changes, including, no cost time extensions, changes in the Principal Investigator, changes in contact information and other non-substantive alterations of agreement terms.		No

SPG 601.24 – Table 1

Training, Research Contracts & Grants				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Project Representative for the Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR and through Assoc. VP for Research and Executive Director for the Office of Research and Sponsored Projects	All documents, including certification statements, required to apply for funds for research and other sponsored activity, grants and aid, fellowships and scholarships covering tuition and supplies. Also, agreements providing for provision or exchange of equipment, proprietary materials, software, information, or technology for evaluation or use in research, training, or sponsored activity.	Applications with proposed changes in University buildings/space require prior approval of AVPFO or delegatee. Applications which are combined solicitations, offers or award packages require Sponsored Programs Office of Contract Administration approval. Must be within normal University activities.	No
Project Representative for the Office of Research and Sponsored Projects	Delegated by EVPCFO under Regent Bylaw 3.07 through VPR and through Assoc. VP for Research and Executive Director for the Office of Research and Sponsored Projects	Authority to sign documents associated with Non-Financial Project Award Changes, including, no cost time extensions, changes in the Principal Investigator, changes in contact information and other non-substantive alterations of agreement terms.		No

SPG 601.24 – Table 1

Training, Research Contracts & Grants				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Contract Administrator Senior for Office of Contracts Administration	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF through Director of Procurement Services	All documents related to outgoing research or other sponsored sub- awards up to \$750,000.		No
Contract Administrator Intermediate for Office of Contracts Administration	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF through Director of Procurement Services	All documents related to outgoing research or other sponsored sub- awards up to \$250,000.		No

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Transactions for Goods and Services				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	All documents associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or uses of intangible rights.	Contracts in excess of \$8 million signed only in the absence of CFO.	Yes, only for contracts up to \$8 million.
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.01 and 3.07	Purchasing Card (“PCard”) use.		Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	Amendments to contracts associated with the acquisition, use, sale or disposal of goods, services, sponsorships or uses of intangible rights approved by the EVPCFO, where the change is no more than 25% of the approved contract value.		Yes
Associate Vice President for Finance	Delegated by EVPCFO under Regent Bylaw 3.07	Sale or disposition of all surplus or used property.	Under requirements set forth in SPG 520.01 .	Yes

SPG 601.24 – Table 1

Transactions for Goods and Services				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Director of Procurement Services	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	All documents associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or uses of intangible rights up to \$8,000,000.		Yes
Director of Procurement Services	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	Amendments to contracts associated with the acquisition, use, sale or disposal of goods, services, sponsorships or uses of intangible rights approved by the EVPCFO, where the change is no more than 25% of the approved contract value.		No
Director of Procurement Services	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	Sale or disposition of all surplus or used property.	Under requirements set forth in SPG 520.01 .	Yes

SPG 601.24 – Table 1

Transactions for Goods and Services				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Director of Procurement Services	Delegated by EVPCFO under Regent Bylaw 3.01 and 3.07 through AVPF	Purchasing Card (“PCard”) use.		Yes
Associate Director of Procurement Services	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Procurement Services	All documents associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or uses of intangible rights up to \$6,000,000 and no greater duration than 5 years.		No
Director, Supply Chain Strategy and Procurement Hospitals and Health Centers	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Procurement Services	All documents associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or uses of intangible rights up to \$4,000,000 and no greater duration than 5 years.		No

SPG 601.24 – Table 1

Transactions for Goods and Services				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Procurement Manager	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Procurement Services	All documents associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or uses of intangible rights up to \$4,000,000 and no greater duration than 5 years.		No
Commodity Manager	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Procurement Services	All documents associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or uses of intangible rights up to \$3,000,000 and no greater duration than 5 years.		No
Procurement Supervisor	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Procurement Services	All documents associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or uses of intangible rights up to \$1,500,000 and no greater duration than 5 years.		No

SPG 601.24 – Table 1

Transactions for Goods and Services				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Procurement Subcontract Administrator	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Procurement Services	All documents associated with the agreements with contractors for sponsored contracts including grants-in-aid, fellowships, scholarships or contracts covering tuition and supplies up to \$750,000 and no greater duration than 5 years.		No
Senior Procurement Agent	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Procurement Services	All documents associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or uses of intangible rights up to \$750,000 and no greater duration than 5 years.		No
Procurement Agent	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Procurement Services	All documents associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or uses of intangible rights up to \$500,000 and no greater duration than 3 years.		No

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Transactions for Goods and Services				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Associate Procurement Agent	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Procurement Services	All documents associated with the acquisition, use, sale or disposal of goods, services, sponsorships, or uses of intangible rights up to \$100,000 and no greater duration than 1 year.		No
M-Pathways, Financials authorized users	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Procurement Services through Dean or Director of the applicable business or academic unit	Acquisition of goods or services up to \$10,000.	Only to the extent covered by properly approved budgets and available funds. Must comply with all requirements in SPG 507.01 .	No
PCard Holder	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF and through Director of Procurement Services	Acquisition, or use goods or services up to amounts specified within the Purchasing Card (PCard) agreement the user signed.	Must comply with all requirements in SPG 507.01 to maintain procurement card. User must have approval from their department in order to obtain PCard.	No

SPG 601.24 – Table 1

Transactions for Goods and Services				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Dean of Libraries/University Librarian	Delegated by EVPCFO under Regent Bylaws 2.05 and 3.07	External memberships, dues and subscriptions up to \$10,000 per year for use by the libraries.		Yes
Dean of Libraries/University Librarian	Delegated by EVPCFO under Regent Bylaws 2.05 and 3.07	Agreements for the university libraries to host electronic publications from outside entities.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No
Dean of Libraries/University Librarian	Delegated by EVPCFO under Regent Bylaws 2.05 and 3.07	Loan/borrowing of library collections up to \$1,000,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services. Must consult with Risk Management for all artifacts valued at over \$100,000.	Yes

SPG 601.24 – Table 1

Transactions for Goods and Services				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Associate University Librarian for Publishing/Director of University of Michigan Press	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	Author-publisher agreements for U-M Press with author advances up to \$10,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No
Associate University Librarian for Collections	Delegated by EVPCFO under Regent Bylaws 2.05 and 3.07 through AVPF	Loan/borrowing of library collections up to \$100,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services. Must consult with Risk Management for all artifacts valued at over \$100,000.	No

SPG 601.24 – Table 1

Transactions for Goods and Services				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Conference Director for Student Life	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	University provisioning of food, lodging, space, facilities and equipment for conferences and camps.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No
Director of Museum of Art	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	Loan of museum art valued up to \$2 million.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services. Must consult with Risk Management for all artifacts valued at over \$150,000.	No

SPG 601.24 – Table 1

Transactions for Goods and Services				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Director of Museum of Art	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	Borrowing of museum art valued up to \$5 million.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services. Must consult with Risk Management for all artifacts valued at over \$150,000.	No
General Operations Manager for Procurement Services	Delegated by EVPCFO under Regent Bylaw 3.07 and through AVPF and through Director of Procurement Services	Sale or disposition of all surplus or used property.	Under requirements set forth in SPG 520.01 .	Yes
Warehouse Manager for Procurement Services	Delegated by EVPCFO under Regent Bylaw 3.07 and through AVPF through Director of Procurement Services and through General Operations Manager	Sale or disposition of all surplus or used property.	Under requirements set forth in SPG 520.01 .	No

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Transactions for Goods and Services				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Executive Director of the Institute for Continuing Legal Education (ICLE)	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	Contribution and participation agreements for ICLE up to \$10,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No
Associate Director of the Institute for Continuing Legal Education (ICLE)	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	Contribution and participation agreements for ICLE up to \$10,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No
Director of the Institute for Continuing Legal Education (ICLE)	Delegated by EVPCFO under Regent Bylaw 3.07 through AVPF	Author and consulting editor agreements for ICLE up to \$10,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No

SPG 601.24 – Table 1

Dearborn Campus				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Chancellor, Dearborn	Delegated by EVPCFO under Regent Bylaw 3.07	For Dearborn campus, entertainment performance contracts for single events not to exceed \$10,000	Unique contracts require advance approval by EVPCFO. Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes
Chancellor, Dearborn	Delegated by EVPCFO under Regent Bylaw 3.07	For Dearborn campus, license or use of Dearborn facilities to external groups up to 12 months.		Yes

SPG 601.24 – Table 1

Dearborn Campus				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Chancellor, Dearborn	Delegated by EVPCFO under Regent Bylaw 3.07	Agreements for the license or use of Dearborn University Center.		No
Chancellor – Dearborn	Delegated by EVPCFO under Regent Bylaw 3.07	For Dearborn campus, routine data certification and/or submission required for environmental, occupational, public health laws compliance; Verification of commitments-policies-procedures as required for grants or contract purposes.		Yes

SPG 601.24 – Table 1

Dearborn Campus				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Vice-Chancellor for Business Affairs - Dearborn	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor - Dearborn	For Dearborn campus, license or use of Dearborn facilities to external groups up to 12 months.		No
Vice-Chancellor for Business Affairs - Dearborn	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor - Dearborn	For Dearborn campus, routine documents related to inquiries on operations or federal, state, and local compliance matters concerning: Occupational and community health and safety, environmental activities, public health issues, and use of radioactive materials or equipment capable of producing radiation.		No
Vice-Chancellor for Business Affairs - Dearborn	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor - Dearborn	For Dearborn campus, entertainment performance contracts, for single events not to exceed \$10,000.	Unique contracts require advance approval by EVPCFO. Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	No

SPG 601.24 – Table 1

Dearborn Campus				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Vice Chancellor for Business Affairs	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor – Dearborn	Dearborn’s Student Activities Office coordinated entertainment contracts, for single events not to exceed \$10,000.	Only to the extent covered by properly approved budgets and available funds. Must use form of contract reviewed by OGC	No
Dearborn Athletic Director	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor – Dearborn through VC-for Business Affairs	Agreements for the license or use of Dearborn Field House to external groups up to 12 months.		No
Director of Mardigan Library	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor – Dearborn through VC and Provost	External memberships, dues and subscriptions up to \$10,000 per year for use by the library.		No

SPG 601.24 – Table 1

Dearborn Campus				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Director of Mardigan Library	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor - Dearborn through VC and Provost	Loan of art valued at up to \$2 million.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services. Must consult with Risk Management for all art valued at over \$150,000.	No
Director of Mardigan Library	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor - Dearborn through VC and Provost	Borrowing of art valued at up to \$5 million.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services. Must consult with Risk Management for all art valued at over \$150,000.	No

SPG 601.24 – Table 1

Dearborn Campus				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Human Resources Dir., Dearborn	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPHR	Employment-related settlement agreements	Must consult with Office of General Counsel, VC of Business Affairs, and AVPF. Unique situations to be brought to AVPHR.	No

SPG 601.24 – Table 1

Flint Campus				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Chancellor, University of Michigan - Flint	Delegated by EVPCFO under Regent Bylaw 3.07	For Flint campus, license or use of outside facilities up to 3 years and under 50,000 square feet total.	Must be in conformance with U-M Policy and Procedure on the Acceptance, Management and Disposition of Real Estate.	Yes
Chancellor, University of Michigan - Flint	Delegated by EVPCFO under Regent Bylaw 3.07	For Flint campus, license or use of Flint facilities to external groups up to 12 months.		Yes
Chancellor, University of Michigan - Flint	Delegated by EVPCFO under Regent Bylaw 3.07	For Flint Campus, contracts for Student Affairs student organizations.	Only to the extent covered by properly approved budgets and available funds and approved by Procurement Services and Contracts and advice from the Office of General Counsel.	Yes
Chancellor, University of Michigan - Flint	Delegated by EVPCFO under Regent Bylaw 3.07	For Flint Campus, contracts related to UM-Flint institutional advancement activities such as conference hall rental, receptions for alumni, catering services for events.	Only to the extent covered by properly approved budgets and available funds.	Yes

SPG 601.24 – Table 1

Flint Campus				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Chancellor, University of Michigan - Flint	Delegated by EVPCFO under Regent Bylaw 3.07	For Flint campus, entertainment performance contracts, for single events not to exceed \$10,000.	Unique contracts require advance approval by EVPCFO. Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes
Chancellor, University of Michigan - Flint	Delegated by EVPCFO under Regent Bylaw 3.07	For Flint campus, routine data certification and/or submission required for environmental, occupational, public health laws compliance; Verification of commitments-policies-procedures as required for grants or contract purposes.		Yes
Vice Chancellor for Business and Finance, Flint	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, Flint	For Flint Campus, license or use of Flint facilities to external groups up to 12 months.		Yes

SPG 601.24 – Table 1

Flint Campus				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Vice Chancellor for Business and Finance, Flint	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor	For Flint campus, license or use of space of outside facilities up to 3 years and under 50,000 square feet total.	Must be in conformance with U-M Policy and Procedure on the Acceptance, Management and Disposition of Real Estate.	Yes
Vice Chancellor for Student Affairs, Flint	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor	For Flint Campus, contracts for Student Affairs student organizations.	Only to the extent covered by properly approved budgets and available funds and approved by Procurement Services and Contracts and advice from the Office of General Counsel.	Yes
Executive Director of Development and Alumni Relations	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, Flint	For Flint Campus, contracts related to UM-Flint institutional advancement activities such as conference hall rental, receptions for alumni, catering services for events.	Only to the extent covered by properly approved budgets and available funds.	Yes

SPG 601.24 – Table 1

Flint Campus				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Vice Chancellor for Business and Finance, Flint	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, VC for Business and Finance, Flint	For Flint Campus, entertainment performance contracts for single events not to exceed \$10,000.	Must use form of contract reviewed by OGC and approved by Procurement Services. Must consult with OGC on any changes to approved form of contract and must receive approval on substantial changes from Procurement Services.	Yes
Director of Student Success Center, Flint	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, Provost, and VC for Academic Affairs, and Associate Provost of Undergraduate Programs	For Flint Campus, agreements for event planning related to Career Development programs.	Only to the extent covered by properly approved budgets and available funds and approved by Procurement and Contracts.	No
Director of Environment, Health & Safety, Flint	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor, VC for Business and Finance, Flint	For Flint Campus, routine data certification and/or submission required for environmental, occupational, public health laws compliance. Verification of commitments-policies-procedures as required for grants or contracts.		No

SPG 601.24 – Table 1

Flint Campus				
Position/title with authority	Source of Authority For Delegation	Document/Contract/Designation Types	Internal Process	Sub-delegation
Human Resources Dir., Flint	Delegated by EVPCFO under Regent Bylaw 3.01 through AVPHR	Employment-related settlement agreements	Must consult with UMF Chancellor, Provost, VCBF, Human Resources Department, and Office of General Counsel, and AVPF. Unique situations to be brought to AVPHR.	No
Assistant VC for Student Affairs	Delegated by EVPCFO under Regent Bylaw 3.07 through Chancellor and VC for Student Affairs, Flint	For Flint Campus, contracts for Student Affairs student organizations.	Only to the extent covered by properly approved budgets and available funds and approved by Procurement Services and Contracts and advice from the Office of General Counsel.	Yes

Table 2 – Listing of Authority for Various Legislatively Identified Actions
SPG 601.24

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Table 2 – Listing of Authority for Various Legislatively Identified Actions SPG 601.24

Parameters and Instructions

Table 2 identifies who within the University has been designated to act on its behalf when a legislatively created directive requires University approval or action. In contrast, Table 1 actually delegates authority of the EVPCFO to bind the University in various transactional situations. The designations in Table 2 are derived from legislatively created sources such as Regents Bylaws, Regents Action Items or Resolutions, or federal or state legislatively authorized delegations and rules created under them. While each entry is believed to be clear, on occasion more information may be needed to verify the authority of the person purporting to be an authorized signatory to bind the University. Verification of authority to act on the University's behalf may be obtained as follows:

1. For most situations, contact the University employee identified as the authorized person via email or telephone. This information is readily obtainable through the University's online directory, MCommunity, at: <https://mcommunity.umich.edu/>
2. For situations where some ambiguity in the table is perceived and not resolved by the authorized University employee, call the Office of General Counsel for clarification or confirmation.
3. For situations where special authentication is required, the Office of General Counsel will provide a formal opinion of counsel issued to the requestor for a charge of \$250 per opinion letter. OGC waives the fee when the requesting party is a government or institution of higher education.

Table 2 – Listing of Authority for Various Legislatively Identified Actions SPG 601.24

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Table 2 – Listing of Authority for Various Legislatively Identified Actions SPG 601.24

Abbreviation Key

AVPF = Associate Vice President for Finance

AVPFO = Associate Vice President for Facilities and Operations

AVPHR = Associate Vice President for Human Resources

AVPSA = Associate Vice President for Student Life

Dir. = Director

Dir. Athletics = Donald R. Shepherd Director of Intercollegiate Athletics

DOS = Dean of Students

DPS = Department of Public Safety and Security

DPSS = Division of Public Safety and Security

 HHCSS = Hospitals and Health Centers Security Services

 HSSS = Housing Security and Safety Services

 UMPD = University of Michigan Police Department

 USS = University Security Services

DRDA = Division of Research Development and Administration

EVPCFO = Executive Vice President and Chief Financial Officer

EVPMMA = Executive Vice President for Medical Affairs

HIPAA = Health Insurance Portability and Accessibility Act

OGC = Office of General Counsel

RM = Risk Management

SSEM = Student Services and Enrollment Management (Flint)

Treas. = Treasurer

VC = Vice Chancellor

VPR = Vice President for Research

VPSA = Vice President for Student Life

**Table 2 – Listing of Authority for Various Legislatively Identified Actions
SPG 601.24**

Overall Authority					
Designee/Signer	Position/Title	Source of Granting/Referencing Delegation Authority	Document-Contract-Designation Types	Limitations	Sub-delegation Allowed
Position holder	President	Michigan Constitution of 1963, Article 8, Section 5; MCL 390.1; Regent Bylaw 2.01	No Restrictions except where Bylaws require multiple signatures or prior Regent approval.	Deeds for land only when approved by Regents and cosigned by EVPCFO (Bylaw 3.07); Gifts for building or where ordinary operational expenses increased only when approved by Regents (Bylaw 3.05);	Yes
Position holder	Executive Vice-President and Chief Financial Officer	Regent Bylaw Chapter III; Regent Bylaw 2.05	No Restrictions for non-academic matters except where Bylaws require multiple signatures or prior Regent approval.	Under general direction of President (Bylaw 2.01); Deeds for land only when approved by Regents and cosigned by President (Bylaw 3.07); Gifts for building or where ordinary operational expenses increased only when approved by Regents (Bylaw 3.05);	Yes

**Table 2 – Listing of Authority for Various Legislatively Identified Actions
SPG 601.24**

Overall Authority					
Designee/Signer	Position/Title	Source of Granting/Referencing Delegation Authority	Document-Contract-Designation Types	Limitations	Sub-delegation Allowed
Position holder	Vice-President and Secretary	Regent Bylaws 2.11, 3.07	Certify all actions of Regents; Affix UM Seal where required; Certify signature of EVPCFO on various research and student support documents.	Under general direction of President (Bylaw 2.01)	No
Position holder	Executive Vice President and Chief Financial Officer; Associate Vice President for Finance; Vice President and Secretary; Controller	Regent Bylaw 3.07	In absence or inability to act of other designated signers, all documents requiring President's signature.	Under general direction of President (Bylaw 2.01)	No
Position holder	Executive Vice President for Medical Affairs	Regent Bylaw 2.06	Contracts relating to the Health System other than contracts for expenditures	Under general direction of President (Bylaw 2.01)	Yes
Position holder	Executive Vice President for Medical Affairs	Regent Bylaw 2.06	Expenditure contracts relating to the Health System	Only up to the threshold amount established by the President	Yes
Position holder	Provost and Vice President for Academic Affairs	Regent Bylaw 2.04	No restrictions on academic matters for Ann Arbor Campus	Under general direction of President (Bylaw 2.01)	Yes

**Table 2 – Listing of Authority for Various Legislatively Identified Actions
SPG 601.24**

Overall Authority					
Designee/Signer	Position/Title	Source of Granting/Referencing Delegation Authority	Document-Contract-Designation Types	Limitations	Sub-delegation Allowed
Position holder	Chancellor, Flint	Regent Bylaw 2.02	No restrictions on academic matters for Flint Campus	Under general direction of President (Bylaw 2.01)	Yes
Position holder	Chancellor, Dearborn	Regent Bylaw 2.03	No restrictions on academic matters for Dearborn Campus	Under general direction of President (Bylaw 2.01)	Yes

**Table 2 – Listing of Authority for Various Legislatively Identified Actions
SPG 601.24**

Administration					
Designee/Signer	Position/Title	Source of Granting/Referencing Delegation Authority	Document-Contract-Designation Types	Limitations	Sub-delegation Allowed
Patricia J. Sellinger	Freedom of Information Coordinator	July 19, 2004, letter from President under Section 6(3) of Michigan Freedom of Information Act	Official decisions on requests for documents under the Freedom of Information Act		No
D. Lee Doyle	Chief Freedom of Information Officer	September 29, 2011, letter from President under Section 6(3) of Michigan Freedom of Information Act	Official decisions on requests for documents under the Freedom of Information Act		No
Lisa M. Rudgers	Alternate Chief Freedom of Information Officer	September 29, 2011, letter from President under Section 6(3) of Michigan Freedom of Information Act	Official decisions on requests for documents under the Freedom of Information Act	In absence of Chief Freedom of Information Officer	No
Position holder	Executive Director of Division of Public Safety and Security	December 14, 2015 letter from President under Section 1 of Public Act 80 of 1905 (MCL 19.141)	Documents required for implementation of responsibilities and controls as Emergency Policy Executive	Responsibilities and controls as referenced within the University of Michigan's Emergency Operations Plan	Yes, for those times when physically absent from University

**Table 2 – Listing of Authority for Various Legislatively Identified Actions
SPG 601.24**

Gifts/Donors					
Designee/Signer	Position/Title	Source of Granting/Referencing Delegation Authority	Document-Contract-Designation Types	Limitations	Sub-delegation Allowed
Position holder	Executive Vice President and Chief Financial Officer	Regent Bylaw 3.05	Accept all gifts	Regent approval required if building or gifts which increase normal operating expenses	Yes

**Table 2 – Listing of Authority for Various Legislatively Identified Actions
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Immigration					
Designee/Signer	Position/Title	Source of Granting/Referencing Delegation Authority	Document-Contract-Designation Types	Limitations	Sub-delegation Allowed
Designee list available at Ann Arbor Campus International Center	Ann Arbor Campus International Center - Principal Designated School Official (“PDSO”) (term used as defined within the applicable statutes and rules) and Designated School Officials (“DSO”) as defined within the applicable federal statutes and rules	Immigration and Nationality Act, 8 USC 101(a)(15)(F) and (J) and regulations under them (“Fed Statute”); applicable program and persons designated by the U-M President	F Visa Program (I-20 Forms) for the Ann Arbor Campus		No
Designee list available at Ann Arbor Campus International Center	Ann Arbor Campus - Responsible Officer (“RO”) (term used as defined within the applicable statutes and rules) and Alternate Responsible Officer (“ARO”) (term used as defined within the applicable statutes and rules)	Immigration and Nationality Act, 8 USC 101(a)(15)(F) and (J) and regulations under them (“Fed Statute”); applicable program and persons designated by the U-M President	J Visa Program (DS 2019 Forms) for the Ann Arbor Campus		No
Designee list available at Dearborn Campus International Office	Dearborn Campus International Office – PDSO and DSOs	Fed Statute; applicable program and persons designated by the U-M President	F Visa Program (I-20 Forms) for the Dearborn Campus		No

**Table 2 – Listing of Authority for Various Legislatively Identified Actions
SPG 601.24**

Immigration					
Designee/Signer	Position/Title	Source of Granting/Referencing Delegation Authority	Document-Contract-Designation Types	Limitations	Sub-delegation Allowed
Designee list available at Dearborn Campus International Office	Dearborn Campus International Office –RO and AROs	Fed Statute; applicable program and persons designated by the U-M President	J Visa Program (DS 2019 Forms) for the Dearborn Campus		No
Designee list available at Flint Campus International Student Center	Flint Campus International Student Center – PDSO and DSOs	Fed Statute; applicable program and persons designated by the U-M President	F Visa Program (I-20 Forms) for the Flint Campus		No
Designee list available at Flint Campus International Student Center	Flint Campus International Student Center –RO and AROs	Fed Statute; applicable program and persons designated by the U-M President	J Visa Program (DS 2019 Forms) for the Flint Campus		No

**Table 2 – Listing of Authority for Various Legislatively Identified Actions
SPG 601.24**

Investments					
Designee/Signer	Position/Title	Source of Granting/Referencing Delegation Authority	Document-Contract-Designation Types	Limitations	Sub-delegation Allowed
Position holder	President; Executive Vice President and Chief Financial Officer; Associate Vice President for Finance; Controller; Treasurer and Investment Officer	Regent Bylaw 3.07	Investment and reinvestment of money, purchase and sale of personal property, approval of real estate mortgages	Any two may sign.	No
Position holder	President; Executive Vice President and Chief Financial Officer; Associate Vice President for Finance; Controller; Treasurer and Investment Officer	Regent Bylaw 3.07	Execute and deliver documents to complete acquisition or sale of stocks, bonds, notes or securities, including any associated rights or options	Any two may sign to convey ownership	No

**Table 2 – Listing of Authority for Various Legislatively Identified Actions
SPG 601.24**

Regents' Ordinance Delegations					
Designee/Signer	Position/Title	Source of Granting/Referencing Delegation Authority	Document-Contract-Designation Types	Limitations	Sub-delegation Allowed
Position holder	Associate Vice President for Facilities & Operations	Delegated by EVPCFO Regent Ordinance IX (Sales and Solicitations) via letter dated May 16, 2016	Grant permission for sales, solicitations of sales of items, and solicitations of contributions on University grounds.		Yes
Position holder	Associate Vice President for Student Life	Delegated by EVPCFO under Regent Ordinance IX (Sales and Solicitations) through VPSL via letter dated May 16, 2016	Use of Central Campus Diag and Eda U. Gerstacker Grove areas for solicitations of contributions as related to student activities.	Must be within approved U-M policy. No authority where occupancy by non-Office of Student Life department U-M entities.	Yes
Position holder	Donald R. Shepherd Director of Intercollegiate Athletics	Delegated by EVPCFO Regent Ordinance IX (Sales and Solicitations) via letter dated May 16, 2016	Grant permission for sales, solicitations of sales of items, and solicitations of contributions at Athletic Campus buildings and grounds.	No authority where occupancy by non-athletic department U-M entities.	Yes
Position holder	Director of the Center for Campus Involvement (Student Life)	Delegated by EVPCFO under Regent Ordinance IX (Sales and Solicitations) through VPSL through AVPSL via letter dated May 16, 2016	Use of Central Campus Diag and Eda U. Gerstacker Grove for solicitations of contributions as related to student activities.	Does not cover use of buildings. No authority where occupancy by non-Office of Student Life department U-M entities	Yes

**Table 2 – Listing of Authority for Various Legislatively Identified Actions
SPG 601.24**

Regents' Ordinance Delegations					
Designee/Signer	Position/Title	Source of Granting/Referencing Delegation Authority	Document-Contract-Designation Types	Limitations	Sub-delegation Allowed
Position holder	Senior Director, University Unions and Auxiliary Services	Delegated by EVPCFO under Regent Ordinance IX (Sales and Solicitations) through VPSL through AVPSL via letter dated May 16, 2016	Use of Central Campus Diag and Eda U. Gerstacker Grove for solicitations of contributions as related to student activities.	Does not cover use of buildings. No authority where occupancy by non-Office of Student Life department U-M entities.	Yes

**Table 2 – Listing of Authority for Various Legislatively Identified Actions
SPG 601.24**

Public Safety and Security					
Designee/Signer	Position/Title	Source of Granting/Referencing Delegation Authority	Document-Contract-Designation Types	Limitations	Sub-delegation Allowed
Position holder	Executive Director of Public Safety and Security	Delegated by President under Regent Bylaws Sec. 2.01	Cooperative policing or mutual aid agreements.		No

**Table 2 – Listing of Authority for Various Legislatively Identified Actions
SPG 601.24**

Resolutions					
Designee/Signer	Position/Title	Source of Granting/Referencing Delegation Authority	Document-Contract-Designation Types	Limitations	Sub-delegation Allowed
Position holder	Executive Vice President and Chief Financial Officer or written designee	Regents Action on May 15, 1992	Liquor license documents as may be required for application, renewal or certifications.		Yes
Position holder	Executive Vice President and Chief Financial Officer or written designee	Regents Action on April 12, 2001	In the name of the Regents, open and close depository and disbursement accounts with financial institutions and authorize fund transfers or payments from or to those accounts, in whatever form or means is appropriate for the purpose of conducting business transactions for the University.		Yes
Position holder	Vice President and Secretary	Regents Action on April 12, 2001	Certify copies of the resolution and incumbency of appropriate University officers when requested by financial institutions		No
Position holder	Executive Vice President and Chief Financial Officer	Regents Action on March 12, 1992	Issue Declarations of Intent to Reimburse University from Bond Proceeds per IRS Regulation 1.150-2		No

**Table 2 – Listing of Authority for Various Legislatively Identified Actions
SPG 601.24**

Resolutions					
Designee/Signer	Position/Title	Source of Granting/Referencing Delegation Authority	Document-Contract-Designation Types	Limitations	Sub-delegation Allowed
Position holder	Executive Vice President and Chief Financial Officer or written designee	Regents Action on April 12, 2001	In the name of the Regents, use treasury management services of all types for the purpose of conducting business transactions for the University.		Yes

**Table 2 – Listing of Authority for Various Legislatively Identified Actions
SPG 601.24**

Trespass					
Designee/Signer	Position/Title	Source of Granting/Referencing Delegation Authority	Document-Contract-Designation Types	Limitations	Sub-delegation Allowed
Position holder	Executive Director of Division of Public Safety and Security (DPSS) at Ann Arbor Campus	President's letter dated April 11, 2013	Notice of trespass under MCL750.552		Yes, to (1) Dir. of HHCSS, (2) Dir. of HSSS, (3) Dir. of USS, and (4) Chief of Police of UMPD
Position holder	Director of Public Safety at UM-Flint Campus	President's and Chancellor's letter dated September 27, 2011	Notice of trespass under MCL750.552		Yes, to UM-Flint DPS employees
Position holder	Director of Public Safety at UM-Dearborn Campus	President's and Chancellor's letter dated September 27, 2011	Notice of trespass under MCL750.552		Yes, to UM-Dearborn DPS employees
Position holder	Director Housing Security and Safety Services, Ann Arbor	Letter dated May 20, 2013 by Executive Director of DPSS at Ann Arbor Campus	Notice of trespass under MCL750.552		Yes, to HSSS Public Safety Officers

**Table 2 – Listing of Authority for Various Legislatively Identified Actions
SPG 601.24**

Trespass					
Designee/Signer	Position/Title	Source of Granting/Referencing Delegation Authority	Document-Contract-Designation Types	Limitations	Sub-delegation Allowed
Position holder	Director Hospitals and Health Centers Security Services, Ann Arbor	Letter dated May 20, 2013 by Executive Director of DPSS at Ann Arbor Campus	Notice of trespass under MCL750.552		Yes, to HHCSS Public Safety Officers
Position holder	Chief of Police University of Michigan Police Department, Ann Arbor	Letter dated May 20, 2013 by Executive Director of DPSS at Ann Arbor Campus	Notice of trespass under MCL750.552		Yes, to UMPD Police Officers